

CHANGE ANNOUNCEMENT

POST-SECONDARY SUPPORTS

Effective December 22, 2006

CHANGES

1. **Student health insurance fee/premium:** The agency will not fund any health insurance fee or premium for a student that is required by a school, program or course.
2. **Special Fees:** This category was not defined in the previous chapter. The category is restricted to authorizations to the Chadron State College Foundation which receives a portion of the student fees each term.
3. **Post-Secondary Supports and Training Services Table:** A table of services related to post secondary supports and training has been added to assist staff in determining the appropriate service category. The table further identifies services that the agency does not fund and services the agency can fund, but prefers not too.

Services Not Funded

- Study guides for Admissions and Skills Tests
- Advance Placement Program Exam Fees

Services The Agency Prefers Not to Fund

- School Application Fees
- Program Reservation Fee/Deposit*
- Dorm Deposit/Reservation Fee*

4. ***Office Director Approval:** OD approval is required for Program Reservation Fee/Deposit and for Dorm Deposit/Reservation Fee authorizations issued in a financial aid year preceding the financial aid year of the post secondary service. In addition, the Team must have a method in place for assuring that authorizations amounts from the prior financial aid year are accounted for with respect to the unmet need and the amounts authorized for the training allowance and any post secondary supports. QUEST does not track authorizations applicable to a financial aid year issued in a prior financial aid year.

VRIS UPDATE

The updated Post-Secondary Supports Chapter has been posted to VRIS: Program Manual:
Community Services: Post Secondary Supports

MONITORING REQUIREMENTS

Accounting Associates and Office Directors should monitor post-secondary supports and training authorizations to ensure team compliance.

TEAM COMMUNICATION

Teams should review this manual chapter in a team meeting with a focus on the Post-Secondary Supports and Training Services Table.

LEADERSHIP CONTACT

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